



This **free workshop series** will provide comprehensive training on such topics as establishing credit, project management, contracts, scheduling, and LSDBE certification, in an effort to enhance the effectiveness of small, women-owned and disadvantaged businesses that will place them in better positions to compete for commercial and government contracts.

JAIR LYNCH/TOMPKINS JOINT VENTURE

CONTRACTOR'S COLLEGE

Apr 6 – Jun 8, 2005

10-Week Program

Weekly Wednesday Classes 7-9pm

The National Children's Center

3400 Martin Luther King, Jr. Ave, SE
Washington, DC 20032

Contact: Kaleena Francis (202) 373-5560

CURRICULUM

- Apr 6** Establishing & Managing Credit
- Apr 13** Project Management (Part 1)
- Job Startup, Process Submittals
- Apr 20** Project Management (Part 2)
- RFIs, As-Builts, Closeout
- Apr 27** Estimating & Bidding
- May 4** Contract Considerations
- May 11** Marketing & Business Development
- May 18** Scheduling
- May 25** Obtaining a DC Permit
- Jun 1** LSDBE Certification
- Jun 8** Graduation & Business Networking

Eligible Participants

- ✓ *Local contractors*
- ✓ *Persons interested in starting their own business*
- ✓ *Women-owned businesses*
- ✓ *Minority-owned businesses*
- ✓ *Companies interested in sub-contracting to larger companies*
- ✓ *Anyone interested in contracting involvement*
- ✓ *Small business owners*